

## MEMO OF BUILDING COMMITTEE MEETING NO. 48

### CONSTRUCTION PHASE

PROJECT: Chilmark Firehouse and EMS Headquarters  
DATE: July 6, 2022  
LOCATION: Town Hall and Zoom  
ATTENDING: Bill Rossi, Chairman  
Tim Carroll, Town Administrator  
Tim Rich  
Chief Jeremy Bradshaw, Fire  
Billy Dillon, Site Rep.  
Kara Shemeth,  
Tom Shevory, D/JKS  
Michael Owen, CHA  
Aditya Modi, CHA  
Jerry Thiboutot, K+K Architects  
Antonia Kenny, K+K Architects  
John Keenan, K+K Architects

The following is a record of the above referenced meeting.

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#### Discussion:

1. Called to Order
2. Allison took attendance
3. No minutes sent or reviewed per Allison and Bill Rossi; Two sets of minutes to be reviewed at next meeting.
4. Chairperson Update:
  - a. Billy D provided update:
  - b. Foundation walls being poured
  - c. Underslab plumbing underway
  - d. DBJKS – no issues; any issues are being resolved / answered quickly
  - e. Project is on schedule
5. K+K update:
  - a. No outstanding questions except FF&E still needs to be worked on. Tim noted a meeting to discuss is happening tomorrow. DBJKS has dimensions of equipment provided by Chiefs per Mike O. Compressor spec's still pending. One in each garage need to be sized. A weekly meeting with DBJKS occurring to discuss these items.
  - b. Electrical changes needed for relocated compressors.
  - c. Well water equipment, requirements and locations discussed. K+K to review.
6. CHA update:
  - a. Budget update shared with committee.
  - b. CHA involved in FF&E discussions; CHA has been working closely with Tim C on the specialty equipment.
  - c. An additional contingency found: \$239,558, may be used to offset additional site costs

- d. Hard copy will be sent to everyone on Committee
  - e. Only one change order to date, back during GC selection
  - f. Second Change order will be sent out, additional underslab insulation added.
  - g. Current budget reviewed further
  - h. Total Project Budget at this time: \$13,051,854
  - i. Owner's Project Cost found on 4<sup>th</sup>, last slide, of presentation. Total \$276, 825
    - i. Individual description of work reviewed briefly.
    - ii. Costs have been reviewed with different vendors / contractors.
  - j. Mike O talked about Commissioning. Bill R asked Tim to hear Billy D's feelings about Commissioning and Mike O.
    - i. Mike O: third party contract directly hired by owner to quantify and qualify the designs by the Architect and Engineers.
    - ii. Mike O said the cost is estimated at \$40,000. It will give the Town a report and analysis of the installation and commissioning; they review reports by manufacturers and installers. They will certify that you received what you bought and that it will function. May touch contingency a little but is more or less in budget.
    - iii. Tim asked who the Agent answers to. Answer the Town. Tim followed up who goes after the individual / company if the products aren't working as designed.
    - iv. He is concerned because there are too many levels of bureaucracy. He used the school issues as his rationale for his concern.
    - v. Mike O noted that he believes part of the issues at the school that there wasn't a Commissioning Agent looking out for the Town's best interests.
    - vi. Mike O further explained the things the Agent will look at during construction and at the end of construction.
    - vii. Mike said you don't have to do this, these systems aren't the most complicated but he does recommend an Agent.
    - viii. Timmy said he hopes the Town doesn't have a conversation in a Town Meeting explaining all the overages and issues like happened at the school.
    - ix. Bill R said he was confident in the team on this job.
    - x. John K said a Commissioning Agent should have been brought in during design, now they may point out a lot of things they deem wrong.
    - xi. Bill R said a Commissioning Agent was never mentioned until Mike O got on the job.
    - xii. John K said that the Agent may say the systems work but may not be what they would have like to have seen.
    - xiii. Mike O said the Agent won't recommend or critic but will simply make sure they are installed as designed.
    - xiv. Timmy supports.
  - k. Vote taken on hiring an agent. Chief Ben, yes, Bill R, yes, Timmy, yes, Chief Jeremy, had to leave on an emergency call.
  - l. Budget to be expanded with more detail. Bill R has been asked by other Board members for more details.
  - m. Mike O said the goal is to keep a contingency.
  - n. Timmy noted that the job site looks like it is well organized especially compared to other projects he's seen.
7. DBJKS update:
- a. Overall on schedule.

- b. Foundation work on going, almost done.
  - c. Underslab work underway
- 8. GeoTech work and probably costs were discussed.
- 9. Mike O said a 52 week lead time has been reduced by a couple of weeks; I'm not sure what piece of equipment he was talking about.
- 10. Items not reasonably anticipated:
  - a. None discussed
- 11. Bill R adjourned the meeting.

Meeting ended at 11:01 am